
**NARROMINE SHIRE COUNCIL
ORDINARY MEETING BUSINESS PAPER – 10 JULY 2019
REPORTS OF COMMITTEES**

1. ECONOMIC DEVELOPMENT GROUP COMMITTEE

The report to and minutes of the Economic Development Group Committee meeting held at the Narromine Aviation Museum on 17 June 2019 are attached (**See Attachment No. 1**).

RECOMMENDATION

That the report of the Economic Development Group Committee and the recommendations from the minutes of 17 June 2019 be adopted.

2. TRANGIE MEMORIAL HALL COMMITTEE

The report to and minutes of the Trangie Memorial Hall Committee meeting held at the Trangie Memorial Hall on 18 June 2019, are attached (**See Attachment No. 2**).

RECOMMENDATION

That the report of the Trangie Memorial Hall Committee and the recommendations from the minutes of 18 June 2019 be adopted.

**MINUTES OF THE ECONOMIC DEVELOPMENT GROUP COMMITTEE MEETING HELD AT
NARROMINE AVIATION MUSEUM ON MONDAY 17 JUNE 2019**

PRESENT: Cr Mark Munro (Chair), Mayor Cr Craig Davies, Phil Johnston (Director Community and Economic Development), Jane Redden (General Manager), David Cliffe, Robert Handsaker, Susie Rae, Jodi Browning, Phil MacInnes, Peter Kierath and Lesley-Ann Roberts (Minute Secretary).

1. WELCOME

The Chair welcomed those present and declared the meeting open at 5.22pm.

2. APOLOGIES:

RECOMMENDED by consensus that the apologies of Cr Jablonski, Tracy McIntyre be accepted.

3. DECLARATION / CONFLICT OF INTEREST:

Nil

4. PREVIOUS MINUTES

RECOMMENDED Peter Kierath/Jodi Browning that the minutes of the previous meeting held on 18 March 2019 be accepted as a true and accurate record of that meeting with the exception that Mayor Cr Davies be included as present for the meeting.

5. BUSINESS ARISING FROM PREVIOUS MEETING

Item 6 Report to Economic Development Group Committee, 2) Water Security

- It was noted, this item is ongoing with Council's Mayor and General Manager speaking to different authorities about this issue and will continue lobbying.

AUSFly 2019

- Director Community and Economic Development gave background to planning for AUSFly 2019 and advised it is progressing well.
- The AUSFly Committee have opted for a low cost family friendly model which is well suited to the Narromine Aerodrome.
- The Saturday morning will be more youth oriented with various events held throughout the day including paper plane throwing and drone flying etc.
- Friday will be geared towards seminars and masterclasses before the dinner planned on Saturday night.

**MINUTES OF THE ECONOMIC DEVELOPMENT GROUP COMMITTEE MEETING HELD AT
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5. BUSINESS ARISING FROM PREVIOUS MEETING

Narromine Aerodrome

- It was noted, the Visitor Information Centre moved out to Narromine Aviation Museum around one (1) year ago.
- Director Community and Economic Development acknowledged Narromine Aviation Museum's effort to date, with works of up to \$150K in upgrades.
- It was further noted, the Aviation Museum is liaising with Narromine Aero Club regarding future upgrades.
- It was noted, Sky Park development has had some hold ups however, Council is awaiting the final sign off on Construction Certificate, for the next 27 lots.
- It was further noted, twenty two (22) lots for industrial space at Narromine Aerodrome is nearly ready to go as well.
- Gliding Club World Championships scheduled for 2023 will require some upgrades around the Aerodrome.
- Council is currently updating a Masterplan for the Aerodrome and has been liaising with users regarding this.

6. REPORT TO ECONOMIC DEVELOPMENT GROUP COMMITTEE

1) Economic Development Strategy Sub Group Updates

a) Agriculture Sub Committee:

Cr Davies gave background to the South Korean visit that occurred on Tuesday, 11 June 2019 and will continue to liaise with the group with a focus on research into Agricultural Technology.

Further liaison will occur with Department of Primary Industry and Department of Premier and Cabinet in the coming weeks to move towards ensuring further development and employment in the local area.

Cr Davies noted the Beef Exhibition and Field Day that will be held in early October and will work towards a way to attract some investors in terms of feed lot opportunities

b) Tourism and Arts Sub Committee

Director, Community and Economic Development spoke to his Report and the following points were addressed:

- Online Grants Hub will become available this week for Narromine Shire residents to go online via grants portal.
- Advancement of events
- Workshop and Conference Areas; looking at gathering information for customers as to where to hold meetings and educate those that own a space, breakout rooms, Wi-Fi etc. to utilize their space and workshop around that.
- The sub-committee is also looking at:
 - Sculptures as per EDG Strategy
 - Costing for effective walking trails
 - Visitor signage at town entrances
 - Plans for entrance tidying up; overgrown town signs, plans done up and to be undertaken by 30 June, 2019.

**MINUTES OF THE ECONOMIC DEVELOPMENT GROUP COMMITTEE MEETING HELD AT
NARROMINE AVIATION MUSEUM ON MONDAY 17 JUNE 2019**

6. REPORT TO ECONOMIC DEVELOPMENT GROUP COMMITTEE Cont'd.

- Town entrance lettering to be completed in new Financial Year.
- Council has approved \$40K next Financial Year to upgrade the four (4) main entrances to Narromine Region, in conjunction with Main Street beautification plans.
- Development of Aerodrome parade ground, captured in Aerodrome Masterplan.
- Famil tour for Dubbo Visitor Information Centre for Narromine and Trangie planned for 27 June and 4 July.
- Dolly Parton Festival 2020 Committee is developing well with details coming together for a successful event.
- Discussion ensued regarding contacting businesses to encourage their involvement in large scale events.

c) Business Sub Committee:

Director, Community and Economic Development spoke to his Report and the following points were addressed:

- Seeking ongoing development opportunities, with regular developer meetings held.
- Discussion ensued regarding development applications and return on investment regarding operating of motels within the Region.
- Health Hub discussions have been ongoing.
- Trangie Doctor's Surgery; Community driven model with allied health, occupational therapy on a walk in basis. Council have agreed to undergo a one (1) year trial depending on the success of this model.
- In addition, it was noted Narromine High School have developed a Wellbeing Hub with the focus of attracting services to the Region.
- It was further noted, Narromine Girls Academy breakfast program has also been successful.
- The availability of affordable housing was raised as an important item to advocate for in Narromine.
- Discussion ensued regarding the Inland Rail project.

RECOMMENDED David Cliffe/Susie Rae that the information in regards to the subgroup updates be noted.

2) Director's Report

Director, Community and Economic Development spoke to this item and the following points were raised:

- Concerns regarding Council's Website and noted a lack of promotion in terms of residential and industrial real estate.
- It was further noted that certain items are within the website making it hard to find.
- Director, Community and Economic Development further advised Council would review this and report back to the Committee to see whether improvements could be made.

RECOMMENDED Phil MacInnes /Peter Kierath that the information be noted.

**MINUTES OF THE ECONOMIC DEVELOPMENT GROUP COMMITTEE MEETING HELD AT
NARROMINE AVIATION MUSEUM ON MONDAY 17 JUNE 2019**

6. REPORT TO ECONOMIC DEVELOPMENT GROUP COMMITTEE Cont'd.

3) Next Meeting

The next meeting of the Economic Development Group Committee will be held on 16 September 2019, commencing at 5.00 pm at Narromine Shire Council. EDG Subcommittee's will be contacted to arrange next meeting dates.

RECOMMENDED by consensus that the information be noted.

7. GENERAL BUSINESS

General discussion ensued and many items within the report continue to progress within subgroups.

There being no further business, the meeting closed at 6.50pm.

The minutes (pages 1-4) were confirmed on _____ 2019 and are a true and accurate record of proceedings of the meeting held on 17 June 2019.

CHAIR

**REPORT TO ECONOMIC DEVELOPMENT GROUP COMMITTEE MEETING TO BE HELD AT
THE NARROMIINE AVIATION MUSUEM ON MONDAY 17 JUNE 2019**

1 ECONOMIC DEVELOPMENT COMMITTEE SUB GROUP UPDATES

Director Community and Economic Development will provide an overview of the two subcommittee meetings held.

Please be advised that the Agricultural Development subcommittee did not meet however, an update on these activities will be made in the Directors report.

RECOMMENDATION:

That the information in regards to the subgroups updates be noted.

2 DIRECTOR'S REPORT

Progress continues to be made within the three different sub-committee areas and the selected priorities.

Within the Tourism sub-committee, progress over the past 18 months has included:

- The development of the narromineregion.com.au website
- The development of the current visitors guide
- The development of the shop local brochure
- Promotion within the caravan and camping sector
- The relocation of the visitor information centre
- The development of Tom Perry Drive
- The ongoing development of Ausfly
- The establishment of the signage board in Dundas Park
- Funding provided for the town signage development
- Visitor Information signage and boards in Trangie and Narromine VIC's
- Growing Narromine series of workshops
- Christmas decorations and shop local campaign

This work is ongoing with much of the work efforts being cyclical through the year. Event support is particularly important with assistance also provided for example to run the Ausfly event, Australia Day and many other community events and the upcoming Dolly Festival.

Also of note in the tourism field is the successful gliding club application to host the 2022 World Gliding Championships in Narromine and the 2020 Swimming NSW Regional Meet will take place in Narromine over the Australia Day weekend.

In regards to the Business and Industrial sub-committee many of the priorities were developed to ensure that there was a suitable amount of industrial land available within the Shire and that enquiries that were received were dealt with in a strategic way. Works that were priorities of this sub-committee were:

- The development of the industrial lands strategy/ employment lands strategy
- Ensure the development of a ready to go developer pack
- Host grant writing workshops for community groups
- Assist with the development of the Trangie Respite Centre
- Support the aged care needs of the Shire

**REPORT TO ECONOMIC DEVELOPMENT GROUP COMMITTEE MEETING TO BE HELD AT
THE NARROMIINE AVIATION MUSUEM ON MONDAY 17 JUNE 2019**

2 DIRECTOR'S REPORT CONT'D.

It is worth noting that many of these items in regards to the Industrial land development are underway. The successful Growing Local Economy Funding application has meant that works have continued to be developed for the Aerodrome Industrial precinct and initial concepts developed to take advantage of the Inland Rail. Meetings with developers, those submitting Development Applications and those looking to invest generally are held regularly.

This group has now also added the development of a promotional campaign highlighting the availability of affordable housing to its priorities and this will be followed up. The development of the Timbrebongie House Aged facility remains a priority along with a refurbishment of aged care homes in Trangie.

In regards to the Agricultural sub group these items are all long standing with the opportunities being developed. An update in regards to the development of several initiatives will be provided during the meeting.

RECOMMENDATION:

That the information be noted.

3 NEXT MEETING

The next EDG Committee Meetings planned for the remainder of 2019 is as follows, commencing at 5pm at Narromine Shire Council Chambers:

- Monday, 16th September 2019
- Monday, 2nd December 2019

RECOMMENDATION:

That the information be noted.

Phil Johnston

Director Community and Economic Development

**MINUTES OF THE TRANGIE MEMORIAL HALL COMMITTEE MEETING HELD AT THE TRANGIE
MEMORIAL HALL ON TUESDAY 18 JUNE 2019**

PRESENT: Cr Rob McCutcheon (Chair), Cr Craig Davies, Phil Johnston (Director Community & Economic Development), Jessie Quigley, Jack James (from 4.24pm), Minnie James, and Lesley-Ann Roberts (Minute Taker)

1. WELCOME

Chair welcomed those present and declared the meeting open at 4.19 pm.

2. APOLOGIES

RECOMMENDED by consensus that the apology of Debbie Irving be accepted.

3. DECLARATION/CONFLICT OF INTEREST – Nil

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

RECOMMENDED Cr Davies/Jessie Quigley that the minutes of the previous meeting held on 19 March 2019 be accepted as a true and accurate record of the meeting.

5. BUSINESS ARISING FROM THE MINUTES – Nil

6. REPORT TO TRANGIE MEMORIAL HALL

1) Follow up Items

a) It was noted, the Grant Application has been submitted for My Community Project Fund however, no word has been received as yet regarding the outcome.

f) Spray and de-cobweb: It was noted, this had been completed in May 2019.

RECOMMENDED Jessie Quigley/Jack James that the information be noted and that Council formally write to Debbie Irving thanking her on her work to clean out costumes in November and December 2018.

2) Work Health and Safety Issues - Nil

3) Bookings

A correction was noted to a booking scheduled for February 2020 and not February 2019 which has since passed.

RECOMMENDED Jack James/Cr Davies that the information be noted

**MINUTES OF THE TRANGIE MEMORIAL HALL COMMITTEE MEETING HELD AT THE TRANGIE
MEMORIAL HALL ON TUESDAY 18 JUNE 2019**

6. REPORT TO TRANGIE MEMORIAL HALL Cont'd.

4) Financial Report

It was moved Jack James/Alan Palmer that the Financial Report as presented be adopted.

Discussion was had regarding the Phonographic Performance Co Of Aust. Ltd (PPCA) licence fee.

An Amendment was moved Jack James/Alan Palmer

1. That the Phonographic Performance Co Of Aust. Ltd (PPCA) licence fee be removed from future annual payments; and
2. that the Financial Report as presented be adopted.

The amendment became the recommendation, was put to the vote and **CARRIED**.

5) Next Meeting

Director, Community and Economic Development advised that there is an opportunity to review Council's Charter in Council's September Meeting for future meetings

The Committee agreed that it may be prudent to move meetings to six (6) monthly, that is, two (2) meetings per year or where necessary depending on the Committees priorities.

RECOMMENDED by consensus that the information be noted

7. GENERAL BUSINESS

It was noted, there are splinters on stage that could be dangerous.

ACTION: Council to investigate

There being no further business, the meeting closed at 4.42pm.

The Minutes (pages 1 – 2) were confirmed at a meeting held on the day of _____ 2019 and are a full and accurate record of proceedings of the Trangie Memorial Hall Committee meeting held on 18 June 2019.

CHAIR

**REPORT TO TRANGIE MEMORIAL HALL COMMITTEE MEETING TO BE HELD AT TRANGIE
MEMORIAL HALL ON TUESDAY 18 JUNE 2019**

1. FOLLOW UP ITEMS

- a) Costings for electrical security lights
- b) Trangie Local History Group would like to set up additional shelving
- c) Automatic Irrigation
- d) Electrical rewire

COMPLETED: Grant Application Completed in May 2019.

- e) Leak in the roof / nail in the kitchen

ACTION Council to investigate

- f) Side door of Trangie Men's Shed has nails sticking out of the roof.

ACTION Council to investigate

- g) It was raised that the door off the hinges is very heavy and a bi fold door could be a suitable idea not impeding the disability ramp

ACTION Council to investigate

- h) That Council seeks further funding options for a Cenotaph at Trangie Memorial Hall before proceeding to look for funding alternatives.

ACTION UNDERWAY: Community War Memorial Fund not suitable; will only proceed if suitable funding becomes available.

- i) Community clean out of costumes November / December 2018; Committee to arrange for costumes to be cleaned and donated to DATS.

COMPLETED: MARCH 2019: Debbie Irving

- j) Spray and de-cobweb

ACTION: Manger Community Facilities is arranging for facilities to undergo annual spray

RECOMMENDATION

That the information be noted.

2. WORK HEALTH AND SAFETY ISSUES

Have any Work Health and Safety Issues arisen for further consideration?

RECOMMENDATION

For consideration.

3. BOOKINGS

Since the last meeting in March 2019, there have been two (2) functions at the Hall. There are zero (0) forward bookings at this stage. Details of these are provided under separate cover for privacy reasons.

**REPORT TO TRANGIE MEMORIAL HALL COMMITTEE MEETING TO BE HELD AT TRANGIE
MEMORIAL HALL ON TUESDAY 18 JUNE 2019**

3. BOOKINGS Cont'd.

NAME	EVENT DATE
[REDACTED]	16 February 2019
[REDACTED]	9 March 2019
[REDACTED]	5 October 2019
[REDACTED]	16 February 2019

RECOMMENDATION

That the information be noted.

4. FINANCIAL REPORT

The Trangie Memorial Committee Financial Report is reflected in **Attachment No. 1.**

RECOMMENDATION

That the Financial Report as presented be adopted.

5. NEXT MEETING

The remaining Trangie Memorial Hall Committee Meeting is scheduled for Tuesday, 17 September 2019, commencing at 4.00 pm at Trangie Memorial Hall.

RECOMMENDATION

That the information be noted.

Phil Johnston
Director Community and Economic Development

TRANGIE MEMORIAL HALL COMMITTEE

Bank Reconciliation

13/06/2019

Balance of Bank Account as at 01.07.18	\$ 4,222.92
Add Receipts	\$ 674.19
Less Payments	\$ 81.26

Balance of Working Funds 13/06/2019	\$ 4,815.85
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Bonds Held	\$ 360.00
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Sub Total	\$ 5,175.85
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Balance as Per Bank Statement 13/06/2019	\$ 5,175.85
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Reconciled Balance	<u>\$ 5,175.85</u>
Check:	<u>\$ -</u>

Balance Sheet Check:

Reconciled Bank Balance 1 July 2018	\$ 4,222.92
Profit/Loss Year to Date	\$ 592.93
Security Bonds Held	\$ 360.00

Reconciled Bank Balance 13/06/2019	\$ 5,175.85
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Reconciled Balance	<u>\$ 5,175.85</u>
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Check:	\$ -
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**TRANGIE MEMORIAL HALL
COMMITTEE****Statement of Income & Expenditure
Period Ending 13/06/2019****INCOME**

User Charges	-
Other Revenues	674.19
Contributions	-
Narromine Shire	-
Grant Income	-
Sundry Income	-

TOTAL INCOME

674.19

EXPENDITURE

Electricity	-
Insurance	-
Rates & water	-
Wages & Security	-
Repairs & Maintenance	-
Other Expenditure	81.26

TOTAL EXPENDITURE

81.26

PROFIT/(LOSS) YEAR TO DATE

592.93
